

Ground Control Ltd
Kingfisher House
Radford Way
Billericay
CM12 0EQ

Dear Sir/Madam,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development: Crown lift over car park/ Footpath to 2.5m G2 (Field Maple, Lawson Cypress, Common Ash, Wild Cherry and Elder), clear structure/wires/building by 1m to 1 No Sycamore tree (T1), sever and remove ivy to 1.5m above ground level to 1 No Sycamore tree (T4) and crown lift over car park/footpath to 2.5m to 1 No Goat Willow (T6)

Location: Angmering Medical Centre Station Road Angmering BN16 4HL

Thank you for your recent application which I received on 6th January 2026. It is being validated by Mrs D Johnson who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid application until the following item(s) have been received or resolved :-

Concerning T5, this will not be included in the application as you do not need permission to deadwood.

Concerning T1, you have listed this tree twice in the description. Please confirm if this is a duplicate or a different tree number.

For further guidance, please refer to the list of validation requirements for tree applications on our website:<https://www.arun.gov.uk/making-a-planning-application>

If you are unable to access the website, please contact this office so a copy can be sent to you.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed.

Please provide the above by **22nd January 2026** or your application will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to <https://www1.arun.gov.uk/planning-application-finder>